

Clarke County

Planning Commission
Regular Meeting Minutes
May 3, 2013



A regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Town/County Joint Government Center, Berryville, Virginia, on Friday, May 3, 2013.

ATTENDANCE

George Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault, Scott Kreider, Cliff Nelson, John Staelin, Chip Steinmetz, and Jon Turkel.

ABSENT

Clay Brumback, Doug Kruhm and Tom McFillen

STAFF

Brandon Stidham, Planning Director; Jesse Russell, Zoning Administrator; Alison Teetor, Natural Resource Planner; and Debbie Bean, Recording Secretary.

CALLED TO ORDER

Chair Ohrstrom called the meeting to order at 9:03 a.m.

APPROVAL OF AGENDA

The Commission voted to approve the agenda.

Yes: Bouffault, Caldwell (seconded), Kreider, Nelson (moved), Ohrstrom, and Staelin, Steinmetz and Turkel

No: No one

Absent: Brumback, Kruhm and McFillen

APPROVAL OF MINUTES

The Commission voted to approve the briefing meeting minutes of April 2, 2013.

Yes: Bouffault (moved), Caldwell, McFillen, Nelson, Staelin, Steinmetz (seconded) and Turkel

No: No one

Absent: Brumback, Kruhm and McFillen

Abstain: Ohrstrom

The Commission voted to approve the regular meeting minutes of April 5, 2013.

Yes: Bouffault (moved), Kreider, Nelson (seconded), Ohrstrom, and Steinmetz and Turkel

No: No one

Absent: Brumback, Kruhm and McFillen

Abstain: Caldwell and Staelin

Presentation of Resolution of Appreciation to Richard Thuss

Chair Ohrstrom recognized Richard Thuss for his time on the Planning Commission. He read a Resolution of Appreciation for Mr. Thuss's years of service to the Planning Commission.

Mr. Thuss expressed his appreciation for the Resolution and for his time as a Planning Commissioner.

Schedule Public Hearing Items

SITE PLAN AMENDMENT (SP-13-06) – SET PUBLIC HEARING

Clarke County School Board requests approval of a Site Plan Amendment for the property identified as Tax Map #13-A-61, located at 388 Westwood Road in the Russell Election District zoned Agricultural Open-Space Conservation (AOC).

Mr. Stidham gave a brief discussion on the above site plan amendment request. He stated that the Clarke County School Board is proposing additions to the former high school on Westwood Road. He said that the proposal includes a 15,852 square foot addition along the north side of the school as Phase 1 and a Phase 2 addition containing a 21,102 square foot addition on the west side of the existing school. Mr. Stidham stated that Ron Mislowsky with Pennoni Associates is here today to answer questions from the Planning Commission.

Commissioner Bouffault stated that the DG Cooley gym and its corresponding storm water pond are not shown on the Site Plan and she feels some corrections need to be made. Mr. Mislowsky said that the correct floor area for the Phase 1 addition is 12,290 square feet.

Mr. Stidham addressed Mr. Mislowsky stating that he thought he had said the correct number was 15,852 square feet. Mr. Mislowsky said the 15,852 square foot number is incorrect and that this oversight will be corrected to 12,290 square feet on the site plan.

Commissioner Caldwell questioned what the word "chert" means that is shown on the site plan. Mr. Mislowsky stated that he will get back to her on this matter. Mr. Mislowsky stated that the resistivity test and boring tests have been done and he will provide copies to the Planning Commission along with geotechnical information before the next meeting. He also said that all corrections will be made to the site plan prior to the next meeting. He said the School Board said that it is feasible to have Phase 1 and Phase 2 done at one time.

Commissioner Steinmetz stated his concerns about the water flow that would be affecting the north side of the football field. Mr. Mislowsky said nothing is being done in that area.

After discussion with staff and the Commission, Chair Ohrstrom called for a motion.

The Commission voted unanimously to set public hearing for this request for the next regular meeting of the Commission on June 7, 2013 at 9:00 a.m.

Yes: Bouffault, Caldwell, Kreider, Nelson, Ohrstrom, and Staelin, Steinmetz (seconded) and Turkel (moved)

No: No one

Absent: Brumback, Kruhm and McFillen

Public Hearing Items

None

Board/Committee Reports

Board of Supervisors (John Staelin)

Commissioner Staelin stated that the Board of Supervisors asked the School Board not to include Phase 2 when the plans were submitted to the Planning Department but they did not listen. He mentioned that VDOT is planning to put a single turn lane at the end of Senseny Road abutting Route 340.

Sanitary Authority (John Staelin)

Commissioner Staelin stated that the Sanitary Authority has been discussing the subsidy program. He said they have also been working on a memorandum of understanding.

Board of Septic & Well Appeals (John Staelin)

No report.

Board of Zoning Appeals (Anne Caldwell)

No report.

Historic Preservation Commission (Douglas Kruhm)

Commissioner Caldwell stated that the next meeting is scheduled for May 22nd.

Conservation Easement Authority (George Ohrstrom, II)

Chair Ohrstrom stated that the Easement Authority received a check from VDACS which is due to the excellent work of Alison Teetor in securing grants.

Other Business

Mr. Stidham stated the Initial Draft of the Comp Plan is being printed and should go out on May 10th. He said June 5th and June 6th are being considered for public meetings on the draft comp plan. He stated that public comments will be heard at these public meetings and the meetings are scheduled from 5:00 to 9:00 p.m. depending upon the availability of the meeting places. Chair Ohrstrom complimented Mr. Stidham for his excellent work on the Comp Plan. Chair Ohrstrom called for a motion of approval for the dates of the public meetings.

The Commission voted unanimously to release the Initial Draft to the public and to approve the dates for the public meetings based upon the availability of the meeting places.

Yes: Bouffault (seconded), Caldwell (moved), Kreider, Nelson, Ohrstrom, Staelin, Steinmetz and Turkel

No: No one

Absent: Brumback, Kruhm and McFillen

Discussion, Planning Commission By-Laws

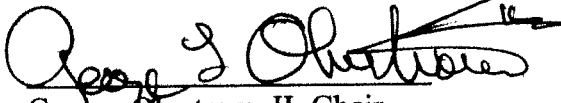
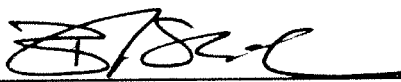
Mr. Stidham presented an updated draft of the Planning Commission By-Laws for the Planning Commission to review. He said that the School Board's decorum rules were added to the Planning Commission By-Laws. After discussion with staff and the Commission, Chair Ohrstrom called for a motion.

The Planning Commission voted unanimously to adopt the Planning Commission By-Laws as presented.
Yes: Bouffault (seconded), Caldwell (moved), Kreider, Nelson, Ohrstrom, and Staelin, Steinmetz and Turkel

No: No one

Absent: Brumback, Kruhm and McFillen

There being no further discussion, the meeting was adjourned at 9:50 a.m. until the next regular meeting of the Commission on June 7, 2013.


George Ohrstrom, II, Chair
Brandon Stidham, Director of Planning

Minutes prepared by Debbie Bean, Recording Secretary